

South Jordan City Job Announcement



Position:	Recreation Aide	Salary:	\$9.00	Status:	Part-time
Department:	Administrative Services	Supervisor:	Program Coordinator		
Opening Date:	3/10/2016	Closing Date:	Open until filled.		
Work Hours:	Weekday evenings and Saturdays	Work Location:	South Jordan City Fitness Center		

Special Notices: Softball and road race experience preferred. Food handlers required, can obtain after hired.
This is a seasonal position and will end in October, 2016.

Open until filled. Department will begin reviewing applications as they come in. Position may be closed at any time after this position has been filled.

Interested candidates must complete and submit a South Jordan City application and current resume to Human Resources either through the website, www.sjc.utah.gov or in person by the listed deadline.

GENERAL PURPOSE

Record game scores, player statistics, track team line ups, answer rule questions and referee for both youth and adult sport leagues. Communicate activity information to parents, coaches, and participants as needed. Assist in other recreational duties such as youth programs and camps, and concession operation.

MINIMUM QUALIFICATIONS

1. Education and Experience:
 - No education or experience required.
2. Special Qualifications:
 - Must be at least 16 years old
 - CPR/First Aid (Can be trained after hire)
 - Official Umpiring Certification (Can be trained after hire, if required)
 - Food Handler's Permit (Can be obtained after hire)

KNOWLEDGE, SKILLS, AND ABILITIES

Basic understanding of sport rules and statistic notation (additional training will be provided). Ability to maintain control of teams, resolves conflicts, works well with others, and be punctual. Must have great attitude and great customer service skills.

WORKING CONDITIONS

Incumbent of the position generally performs in an outdoor environment. Non-traditional working hours are required. Tasks require a variety of physical activities, such as walking, standing, stooping, sitting, reaching, lifting, etc. Talking, hearing, and seeing are essential to the performance of the job. Common eye, hand, and finger dexterity exist. Mental application makes use of memory for details, verbal instructions, emotional stability, critical thinking and creative problem-solving. Periodic exposure to weather extremes.

NOTE: A complete list of essential functions and minimum requirements of this position may be viewed on the job description, which is located online <http://www.sjc.utah.gov/HR-JobOpenings.asp>. To request accommodation under Americans with Disability Act please contact the City's EEO Program Manager at 801-254-3742 ext. 1356.

It is the policy of the City of South Jordan to provide equal employment opportunity in City government for all persons; to prohibit discrimination in employment on the basis of race, color, sex, national origin, religion, age, marital status, pregnancy, genetics, or disability.